

CONTRACT FOR MICROGRAPHIC IMAGING & DIGITAL CONVERSION SERVICES PURSUANT TO THE SPECIFICATIONS, TERMS AND CONDITIONS OF BID NO. BD80100S116 DATED JUNE 7TH, 2001 ON FILE WITH THE DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION, HOOVER BUILDING, LEVEL A, DES MOINES, IOWA 50319-0105

NOT FOR DIGITAL SCANNING REFER TO CT2839MV FOR DIGITAL SCANNING

STANDARDS:

ALL WORK PERFORMED UNDER THIS CONTRACT SHALL BE IN COMPLIANCE WITH ANSI / AIIM STANDARD MS23-1998. THE STATE SHALL PROVIDE A WRITTEN NOTICE OF NON-COMPLIANCE AND GIVE LASON 30 DAYS TO CORRECT.

TWO SIDED DOCUMENTS SHALL RESULT IN TWO DISTINCT IMAGES. IMAGE QUALITY SHALL BE TO THE BEST OF LASON'S ABILITY REFLECTING THE STATE OF THE SOURCE DOCUMENT.

ALL DOCUMENTS SHALL BE PROVIDED CLEANSED OF STAPLES & PAPER CLIPS; SMALL PAPERS TAPED / PASTED TO A LARGER SHEET READY FOR FILMING OR ADDITIONAL CHARGES MAY APPLY.

CONFIDENTIALITY:

VENDOR AGREES TO COMPLETE CONFIDENTIALITY REGARDING ALL DOCUMENTS AND THEIR CONTENTS PROVIDED FOR IMAGING.

TERMS AND CONDITIONS:

LASON'S STANDARD TERMS AND CONDITIONS SHALL OTHERWISE APPLY TO THIS CONTRACT, AND BE GOVERNED BY THE LAWS OF THE STATE OF IOWA.

INSURANCE: LASON AGREES TO THE FOLLOWING INSURANCE LIMITS:

\$51,000-BLANKET BUSINESS PERSONAL PROPERTY

\$411,000-EDP ELECTRONIC DOCUMENT PROCESSING

\$1,000,000-VALUABLE PAPERS

\$5,000,000-BLANKET BUSINESS

REIMBURSEMENT:

AGENCIES WILL REIMBURSE LASON MONTHLY FOR EACH WORK ORDER COMPLETED SATISFACTORILY. MINIMUM ORDER: \$250.00

PRICE LIST - SEPTEMBER, 02, 2003

<u>ITEM</u>	<u>UOM</u>	<u>DESCRIPTION</u>	<u>\$ PRICE PER UOM</u>
1	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING PLANETARY FILMING (INCL. SILVER FILM, PROCESSING, & QA) RV-2, 16MM, DBL MASTER ROLL	\$ 0.040
2	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING PLANETARY FILMING (INCL. SILVER FILM, PROCESSING, AND QA) MRD-2, 8-1/2" X 11" DBL MASTER ROLL	\$ 0.040

<u>ITEM</u>	<u>UOM</u>	<u>DESCRIPTION</u>	<u>\$ PRICE PER UOM</u>
3	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING PLANETARY FILMING (INCL. SILVER FILM, PROCESSING, AND QA) MRD-2, LARGER THAN 8-1/2" X 11"	\$ 0.045
4	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING PLANETARY FILMING (INCL. SILVER FILM, PROCESSING, AND QA) MRD-2, 35MM	\$ 0.085
5	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING PLANETARY FILMING (INCL. SILVER FILM, PROCESSING, AND QA), K&E 35MM. A TO E DRAWINGS	\$ 1.250
6	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING ROTARY FILMING, 16 MM (INCL SILVER FILM, PROCESSING, AND QA) MANUAL FEED, SINGLE LEVEL / NO BLIPS.	\$ 0.036
7	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING ROTARY FILMING, 16 MM (INCL SILVER FILM, PROCESSING, AND QA) MANUAL FEED, MULTI- LEVEL BLIPS.	\$ 0.040
8	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING ROTARY FILMING, 16 MM (INCL SILVER FILM, PROCESSING, AND QA) SEMI-AUTO, SINGLE LEVEL / NO BLIPS.	\$ 0.032
9	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING ROTARY FILMING, 16 MM (INCL SILVER FILM, PROCESSING, AND QA) SEMI -AUTO, SINGLE LEVEL, NO BLIPS.	\$ 0.032
10.	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING ROTARY FILMING, 16 MM (INCL SILVER FILM, PROCESSING, AND QA) AUTO-FEED, SINGLE LEVEL, NO BLIPS	\$ 0.032
11	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING ROTARY FILMING, 16 MM (INCL SILVER FILM, PROCESSING, AND QA) AUTO-FEED, MULTI- LEVEL BLIPS.	\$ 0.035
12	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING PROCESSING ONLY 16MM X 4MIL 100' OR LESS	\$ 5.500
13	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING PROCESSING ONLY 16MM X 2.5MIL 215' OR LESS	\$ 7.500
14	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING PROCESSING ONLY 35MM X 4MIL 100' OR LESS	\$ 7.500

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15	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING QUALITY ASSURANCE ONLY 16MM X 4MIL, 100 FEET OR LESS	\$ 2.500
16	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING QUALITY ASSURANCE ONLY 16MM X 4MIL, 2 or 3 LEVEL BLIPS.	\$ 2.500
17	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING QUALITY ASSURANCE ONLY 16MM X 2.5MIL, 215 FEET OR LESS.	\$ 2.500
18	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING QUALITY ASSURANCE ONLY, 16MM X 2.5MIL, 2 OR 3 LEVEL BLIPS.	\$ 2.500
19	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING QUALITY ASSURANCE ONLY, 35MM X 4 MIL, 100 FEET OR LESS.	\$ 2.500
20	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING UNITIZING, JACKETS 16MM\$ 2.500	\$ 0.025
21	IMAGE	FILM, PLANETARY, SILVER FILM PROCESSING UNITIZING, JACKETS, 35MM	\$ 0.031
22	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING DUPLICATION (INCL.DIAZO FILM, QA, REELS, LABELS, AND SUPPLIES) 16 MM X 4 MIL, 100 FEET OR LESS.	\$ 6.750
23	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING DUPLICATION (INCL.DIAZO FILM, QA, REELS, LABELS, AND SUPPLIES) 16MM X 2.5 MIL, 215 FEET OR LESS.	\$ 8.500
24	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING DUPLICATION (INCL.DIAZO FILM, QA, REELS, LABELS, AND SUPPLIES) 35MM X 4 MIL, 100 FEET OR LESS.	\$ 10.000
25	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING DUPLICATION (INCL.DIAZO FILM, QA, REELS, LABELS, AND SUPPLIES) 105MM, 1ST COPY INCL. JACKET OR FICHE.	\$ 0.220
26	ROLL	FILM, PLANETARY, SILVER FILM PROCESSING DUPLICATION (INCL.DIAZO FILM, QA, REELS, LABELS, AND SUPPLIES) 105MM, ADDITIONAL COPIES WITH JACKET OR FICHE.	\$ 0.220

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27	EA	FILM, PLANETARY, SILVER FILM PROCESSING DUPLICATION (INCL.DIAZO FILM, QA, REELS, LABELS, AND SUPPLIES) CD, FIRST COPY	\$ 15.000
28	EA	FILM, PLANETARY, SILVER FILM PROCESSING DUPLICATION (INCL.DIAZO FILM, QA, REELS, LABELS, AND SUPPLIES) EACH ADDITIONAL CD	\$ 15.000
29	IMAGE	CONVERSION, DIGITAL TO FILM	\$ 0.0225
30	IMAGE	CONVERSION, FILM TO DIGITAL. (ADDITIONAL CHARGES MAY APPLY FOR INDEXING OR POOR QUALITY SOURCE IMAGE)	\$ 0.0500
31	HOURL	RECORDS MANAGEMENT MISCELLANEOUS TYPING, FILING, DOC PREP.	\$ 15.000
32	HOURL	RECORDS MANAGEMENT MISCELLANEOUS TECHNICAL CONSULTATION	No Charge
33	POUND	RECORDS MANAGEMENT – DOCUMENT SHREDDING	\$ 0.100